

INSTRUCTIONAL FORM Attachment B

POST & BID POSITION ANNOUNCEMENT Bargaining Units 1, 4 and 11

1. Reference #: 07-2-587 2. Position Number: 907-506-3381-xxx Date of Posting: May 23, 2012
4. Classification: Materials & Research Engineering Associate 5. Salary Range: \$4960-\$6027
6. Pay Differentials That Apply To Position: N/A
7. Working Hours Of Position: 06:00 – 14:30
8. District/Division: 07/Construction Section: Materials Lab Geographic Location: Carmenita
(Acceptance Lab - located near I-5 and Carmenita Road)
(If selected and the position requires a relocation, the Department will NOT provide relocation assistance.) *Determination for relocation will be made by Hiring Supervisor.*

9. **Specific Qualifications and Requisite Skills required:** (Attach a separate sheet if additional space is needed.)

A. Minimum Qualifications per the Classification Specifications (BU1 & 4 only) (Education and or Experience):

<http://www.dpa.ca.gov/textdocs/specs/s3/s3381.txt>

Applicant shall have experience of testing and analysis on construction materials such as soils, aggregates, asphalt and concrete samples for Caltrans construction projects. Applicant shall also have experience of performing calibration of laboratory equipment.

B. Technical & Professional Skills & Abilities:

Knowledge of physical properties of engineering construction materials used in state transportation projects, testing and sampling of materials, laboratory equipment, and determination of material acceptability and interpretation of material problems. Applicants must have detailed knowledge of the Standard Specifications and Special Provisions related to material testing, the Caltrans Construction Manual sampling and testing frequencies. Applicant must be capable of communicating orally and in writing results of test methods, material issues, and/or material related matters.

C. License and/or Certification Requirements:

Must possess current California Test Certifications in the following material test methods: CTM105,109, AG125,AC125,PC125,MS125,201,202,204,205,206,207,211,212,217,226,227,229,301,308,309,370,382,and643.

D. Physical Abilities to Perform Essential Functions:

Physical activities vary and may be for a lengthy period of time. Requires manual dexterity to operate testing equipment and handle material coming into the laboratory. Due to the facility testing working environment, temperature fluctuations are common; must be capable to handle these fluctuations. Must be able to sustain mental activity to read, write and input test results. Must be able to maintain emotional control during conflicts with coworkers and maintain cooperative working relationship with them. Employees may be required to move large samples of materials weighing up to 60 pounds from one location to the other. Prolonged standing while running test may be required.

E. Other Departmental Requirements:

Applicants must comply with all departmental directives.

F. Duty Statement/Description of Duties: *See Attached Duty Statement*

10. Final Date and Time for Receiving Bid: June 7, 2012 by 5PM COB

11. Where to Obtain Bid Form: <http://www.dot.ca.gov/hq/jobs/postandbid/postandbidmain.htm>

11. Submit Bid to:

Name: Rhodora Cristobal

Address: 100 So. Main St., LA., CA 90012

Telephone Number: 213-897-0571

FAX Number: 213-897-0073

E-mail Address: _____

12. Window period employee must be available for contact (**Unit 1&4 Only**): From: HR To: HR
(If selected, you must report in no less than 14 calendar days unless agreed otherwise by current and hiring supervisor and start date must be within 30 calendar days.)

13. Expected Reporting Date to Position (**Unit 11 Only**): No later than June 25, 2012.
(If selected, you must report on the reporting date above unless agreed otherwise by current and hiring supervisor.)